

# **DELAWARE PROFESSIONAL STANDARDS BOARD**

The Townsend Building  
401 Federal Street, Suite 2  
Dover, Delaware 19901

## **LICENSURE & CERTIFICATION CRITERIA**

### **SUB-COMMITTEE MEETING**

#### **MINUTES**

Collette Conference Center Conference Room A

January 8, 2014

3:00 pm

**Members Present:** LCC-Barbara VanDornick, Angeline Rivello, Maria Degnats, Joanne Christian, Frank Livoy, Charlie Michels, Byron Murphy, Shana Young, Stephanie Smith Tammy Croce. Others: Donna Lee Mitchell, Paula Fontello, Charles Sheppard, Innovative Schools.

**Members Absent:** LCC-Jill Cole, Chris Kenton Kate Scantlebury, MaryAnn Mieczkowski, Erin Pieshala, Christopher Ruszkowski, Lisa Stoner,.

**Subcommittee meeting was called to Order by Barbara VanDornick. Motion was made by Byron Murphy to approve the agenda, and seconded by Frank Livoy. Motion carried 10-0. Minutes from Dec. 2, 2013 meeting were approved by a vote of 10-0.**

The Executive Director of PSB, Donna Mitchell provided an update on work the Board is working on at this time, upcoming assessment reviews and pending action items in the next few months.

The discussion item for the committee was to review and consider the application for Leader Preparation Program under Regulation 1595, by University of DE, Delaware Academy of School Leaders, Principal and Assistant Principal Preparation Course of Study Program, (UDEL PPP) was reviewed at great length, going over each item on the rubric. The committee documented several conditions and special considerations that will be forwarded to the Professional Standards Board, as well as the applicant. The applicant was not able to attend the LCCC meeting but has assured the Executive Director there will be representation at the PSB monthly meeting.. The following recommendation with Conditions and Special Considerations were made to the PSB:

#### **Application Type:**

School Principal Course of Study Program

#### **Applicant:**

University of Delaware, Delaware Academy of School Leaders Principal/Assistant Principal Preparation Program (UDEL PPP)

#### **Review for Completeness by PSB Designee:**

Donna Mitchell, December 17, 2013

#### **Application Submitted to Secretary of Education/License and Certification Criteria**

**Committee:** December 18, 2013

**Review by LCCC:** January 8, 2013

#### **Recommendations**

**Recommend for Approval**

**2 Cohorts**

**With Conditions and Special Considerations as follows for applicant review and possible program improvements:**

<b>Application Section</b>	<b>Special Considerations</b>
<b>Section 1:</b> Candidate Recruitment and Selection	Page 10 Contradiction between narrative (Pg 5) and rubric – Define years of effective teaching as criteria Standards Alignment of the entrance criteria and selection process with InTASC, Learning Forward PD, etc. is recommended Recruitment Strategies and selection process rigor and extensiveness (5.2.1) Link to requirement
<b>Section 2:</b> LEA and Program Partnerships	Intent of the LEAs was not clear; MOU not specific and parts not defined in narrative (Conditions for Success; LEA Liaison, etc) Monitoring and evaluation processes – See Section 9 comments
<b>Section 3:</b> Program Curriculum and Standards	<b>Condition:</b> Standards Alignment – No reference to Professional Development Standards (Learning Forward); minimal reference or evidence of alignment to Teaching Standards (InTASC Model).
<b>Section 4:</b> Residency, Internship or Clinical Experiences	300 Hours Practicum or Internship – Summer Outside District/ Fall & Spring Inside District. This is contradictory in parts of the narrative, needs clarification. Dismissal processes for ineffective candidates are unclear.
<b>Section 5:</b> (DPASII) Training	Standards Alignment is needed to all standards
<b>Section 6:</b> Faculty, Instructors and Mentors	Evaluation processes and data collection is not clear in Section 6 – i.e. How will Leadership team, faculty, and instructors of the program be evaluated?
<b>Section 7:</b> Organization, Governance and Resources	No Feedback noted.
<b>Section 8:</b> Candidate Assessment & Evaluation	Candidate intervention, support and dismissal procedures not included (5.2.5.2) Alignment of Teaching and Professional Development Standards not clearly defined. Although various assessments or tools are listed, a comprehensive system for participant evaluation for competency <b>is</b> not described; data collection method is not included. (3.2.1.5)
<b>Section 9:</b> Program Assessment & Evaluation	Program effectiveness is not defined nor is the method of collecting and analyzing data. Table in EDC Rubric includes 28 indicators and targets – what will be the method for collecting and evaluating all the data for each of these indicators involve? (3.2.1.5) Need clarification – is EDC Quality Rubric equal to the Quality Measures rubric listed in the appendix? How will the data for the Evaluation Data be collected, analyzed and shared?

After a motion the meeting was adjourned.